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# Be Part of **flex** in the **city**

Flex in the City is an opportunity for employers to:

- Try different flex options (compressed workweek; telework; flexible start/end times) for two-weeks in September
- Measure the effect on productivity – when the right employees in the right jobs practice the right flexible work option(s)

Flex in the City is an opportunity for the City to:

- Measure the effect on mobility – when everyone isn't trying to drive into the same area at the same time
- Improve the quality of life in Houston



# Join us in making Houston the leader in workplace flexibility

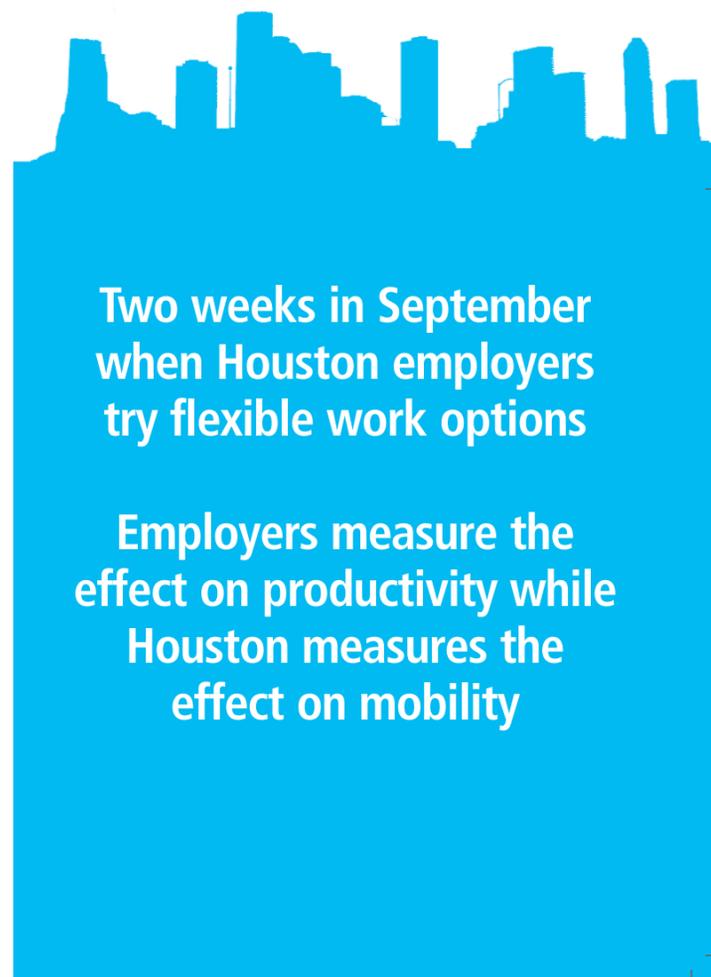


# flex in the city

Mayor's Flexible Workplace Initiative  
Houston, Texas  
Phone (713) 437-6168  
[www.houstontx.gov/flexworks](http://www.houstontx.gov/flexworks)

# flex in the city

September 18–29, 2006



Two weeks in September  
when Houston employers  
try flexible work options

Employers measure the  
effect on productivity while  
Houston measures the  
effect on mobility

## Do flexible work options make sense for your *business* and your *employees*?

As an employer can you:

- Identify the jobs where flex options makes sense?
- Identify the employees who can successfully flex?
- Identify the flex option(s) that support(s) productivity?
- Identify how you will measure productivity?

If so, there are flex option(s) that make sense for your business and your employees:

- Compressed workweek
- Telework
- Flexible start/end times

By looking at where and when employees work, employers can design work options that keep employees from spending productive time sitting in traffic

## How do employers *participate*?

1. Identify the jobs and employees where flexible options make good business sense
2. Offer employees the opportunity to try the flex option(s) the weeks of September 18–29, 2006
3. Request participating employees complete a simple online questionnaire describing:
  - When they normally arrive at work
  - Which route they use
  - What changed as a result of their Flex in the City schedule

This will allow the City to track the number of cars diverted off of each major roadway.

Tools to help identify the right jobs, right employees and productivity measures for a variety of flex options can be found at: [www.houstontx.gov/flexworks/toolkit.html](http://www.houstontx.gov/flexworks/toolkit.html)

## Mayor White's Flexible Workplace Initiative

The Flexible Workplace Initiative is one of the 5 points in Mayor White's Mobility Plan to Get Houston Moving

The Flexible Workplace Initiative works with Houston's top executives to adopt flexible, productive workplaces that make good business sense.

By designing flexible work options that match the right employees in the right jobs with the right flex option(s); employers create flexible workplaces that improve productivity, morale and retention while allowing employees the option of not driving in every day at peak congestion times.

By moving even a relatively small number of drivers off the roads during peak congestion times, a measurable improvement in mobility will be realized.



## Flex in the City Employer Registration

EMPLOYER \_\_\_\_\_

CONTACT \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Level of Interest (check all that apply)

PARTICIPANT

- Employees adopt a flex option that eliminates at least one peak commute during September 18–29, 2006
- Employees register participation at [www.houstontx.gov/flexworks](http://www.houstontx.gov/flexworks) indicating the resulting commute changes

SUPPORTER

- Adopt additional or currently practice significant flexible work options for the week of September 18–29, 2006
- Use organization's logo on Flex in the City promotional material
- Share flexible work best practices with other employers

SPONSOR

- CEO Luncheons (e.g. cost of lunches, provide location)
- Summits (e.g. cost of lunches, provide location)
- How-to workshops (e.g. cost of lunches, cost of materials, provide location)
- Publicity costs of program and/or events

Return card via mail or register at [www.houstontx.gov/flexworks](http://www.houstontx.gov/flexworks)